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Office Memorandum • UNITED STATES GOVERNMENT

TO : Director of Training
THROUGH: Deputy Director of Training
FROM : Deputy Registrar/TR

DATE: 28 August 1958

25X1

SUBJECT: Weekly Activity Report No. 34
20 August - 26 August 1958

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DDA Memo, 4 Apr 77

Auth: DDA REG. 77/1767

Date: 09 MAR 1978 By: I. SIGNIFICANT ITEMS:

None

II. OTHER ITEMS:

1. We have been allotted six spaces for the SAIS Conference "Nationalism and Business Prospects in the Middle East" to be held at the Hotel Statler on 29 - 30 September 1958. Already we have received five requests for the program. The Registrar, SAIS, has indicated that the chances of increasing our quota are very slim.

*how allotted?
see par. 4*

2. Over the weekend received a call from who recently completed training at Harvard. Jack indicated he expected to go to New York this past Tuesday to undergo treatment for approximately 30 days at the Institute of Physical Medicine. He asked that arrangements be made with the for the building of a ramp in his area of Quarters Eye. This requirement was passed to for action.

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3. Chief/Processing Branch met with Lt. Colonel Karl Pearson, USAF, who has replaced Lt. Colonel John Anderson, our contact with AFCIN. The purpose of the meeting was three-fold:

a. To advise Colonel Pearson of our general type of requirements placed on the Air Force in the past.

b. To advise him of the Agency courses available to Air Force personnel, and the procedures for nomination of such personnel.

c. To request information concerning the Commo requirement reported last week.

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4. Final arrangements were completed on 22 August for the attendance of our ten employees at the Weapons Orientation Program at the Pentagon, 28 - 29 August 1958. We were unable to secure additional spaces to meet the remaining 20 requests we had on hand. We were advised that our quota for the February running would probably be increased due to the transfer of the Program to a larger auditorium at Fort Myer.

25X1 5. [] Chief/Personnel and Training Division/IO, requested figures on participation of IO personnel in training during the period January 1957 - June 1958. I advised Mr. 25X1 [] that we would not be able to supply him this information in time to meet his deadline. We were able, however, to supply him, from the 5% reports, the hours spent in training by IO personnel and the estimated number of people reported by these hours. This satisfied his requirement.

6. The draft of the July 5% Report is complete. Final copy will be ready for dissemination on Friday, 29 August. In addition, the six-months report (January - June 1958) for the DCI, along with the usual charts, will be ready on 9 September.

7. Transmittal List No. 17, authorizing \$4,650 in awards for 23 employees, has been forwarded to the Comptroller through BFO/TR. Total to date: \$66,625 awarded to 569 Agency employees.

25X1 8. [] SR/DD/P, the newly appointed DD/P representative on the Language Development Committee, met with 25X1 [] on Monday afternoon to review the Language Development Program.

25X1 9. I called [] today to discuss entry of [] into the Senior Course in Foreign Affairs. [] me that the first two days (8 and 9 September) would be devoted to lectures on topics of a RESTRICTED classification. With this schedule, [] will not be required to report until 10 September. [] is forwarding a letter addressed to DTR, attention R/TR, which will include a list of reading material and a list of all candidates to the course.

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10. During the week 20 August - 26 August 1958, there were 123 persons enrolled in OTR conducted courses. The breakdown for enrollment is as follows:

63 enrolled in 12 classes (7 languages) during hours

10 enrolled in 1 SIC course

25 enrolled in 3 Intelligence School courses

25 enrolled in 1 area course



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